

City of West Lafayette, Indiana  
Board of Public Works and Safety  
MINUTES

APRIL 21, 2015  
8:30 a.m.  
Morton Community Center  
Multi-Purpose Room

Members present were Brooke E. Folkers and Tanuja R. Sheth. Mayor Dennis and Jonathan C. Speaker were absent. Sana G. Booker presided in the absence of Mayor Dennis.

1. APPROVAL OF MINUTES

a. April 14, 2015, Meeting

Ms. Sheth moved to accept the minutes of the April 14, 2015, Board of Works meeting.  
Ms. Folkers seconded the motion

The motion was adopted.

2. NEW BUSINESS

a. Hire: Driver/Collector/Processor – Jesse Scroggins – Sanitation

Street Commissioner Payne requested approval to hire Jesse Scroggins as a Driver/Collector/Processor effective April 28, 2015, with a bi-weekly salary of \$1,291.69.

Ms. Folkers moved that the hire of Jesse Scroggins be approved. Ms. Sheth seconded the motion.

The motion was adopted.

b. Hire: Interns – Emily Bonini and Aaron Clauss – Engineering

Assistant City Engineer Susong stated that each year the Engineering Department hires interns to help with tasks such as traffic counts and collecting GPS data. He requested approval to hire Emily Bonini and Aaron Clauss as interns. The effective date for Ms. Bonini will be May 11, 2015, and the effective date for Mr. Clauss will be May 26, 2015. The salaries for each will be \$10.00 per hour.

Ms. Sheth moved that the hire of Emily Bonini and Aaron Clauss be approved. Ms. Folkers seconded the motion.

The motion was adopted.

c. 2014 SRF Loan Disbursement Request No. 11: Sheraton and Fairway Knolls Lift Station Improvements – Greeley and Hansen – WWTU

WWTU Director Henderson requested approval of 2014 SRF Loan Disbursement Request No. 11 to Greeley and Hansen in the amount of \$3,788.00. He explained that this is for a pre-construction meeting, a progress meeting, and a review of the Instrumentation & Control specification.

Ms. Folkers moved that 2014 SRF Loan Disbursement Request No. 11 be approved. Ms. Sheth seconded the motion.

The motion was adopted.

d. Declare Items Surplus: Ballistic Vests – Police

Police Chief Dombkowski requested approval to declare eight ballistic vests as surplus, and to donate them to Purdue University's Department of Aeronautics and Astronautics for testing. He explained that the life of a vest is approximately 5 years, and these vests are between 9 and 20 years old. The tests are for a project sponsored by the Department of Justice in developing a non-destructive evaluation method through the life of the vests.

Ms. Sheth moved that the ballistic vests declared as surplus be approved. Ms. Folkers seconded the motion.

The motion was adopted.

e. Agreements: Copier Maintenance – Cardinal Copier Solutions – Facilities

Facilities Director Clark requested approval for maintenance agreements with Cardinal Copier Solutions for seven copiers. He stated that Cardinal supplies maintenance at a reduced cost and also supply all of the toner for these copiers. The copier details are listed below:

Model No.	Serial No.	Equip. ID No.	Location	Per Copy Charge
MP171	V4499102634	3854	HR Office	Black: \$0.00633 Color: N/A
MP4000SP	M5595600272	3855	Police Dept.—2 <sup>nd</sup> Floor (Clerk-Treasurer's Office)	Black: \$0.00633 Color: N/A
MPC5501	V9614900482	3856	Morton Center—Room 102 (Development/Engineering)	Black: \$0.00865 Color: \$0.0686
MPC4503	E174MA60314	4208	Wastewater Treatment	Black: \$0.00865 Color: \$0.0756
MPC4503	E174MB10789	4206	Fire Dept.	Black: \$0.012 Color: \$0.0900
MPC3002	W492L800925	3818	Parks & Recreation	Black: \$0.00550 Color: \$0.0400
MPC2003	E204R401009	4273	Street & Sanitation	Black: \$58.50 per year for \$18,000 copies; \$0.013 per over Color: \$90.00 per year for 1,000 copies; \$0.0900 per over

Ms. Folkers moved that copier maintenance agreements be approved. Ms. Sheth seconded the motion.

Ms. Booker asked why the amounts per copy are different for each machine.

Director Clark responded that they are different types of units, and some of the units are multi-use units while others are only for printing and copying.

The motion was adopted.

f. Claims

- i. AP Docket \$653,446.70

f. Claims

- ii. PR Docket \$598,131.09
- iii. PR Docket \$254,612.93

Ms. Folkers moved that the claims be approved. Ms. Sheth seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

g. Informational Items

i. Project Payment List – WWTU

There were no questions or comments about the listing.

ii. Legal Budget & Expenses – Clerk-Treasurer

There were no questions or comments about the listing.

iii. Park Board Dockets

There were no questions or comments about the listing.

h. Other Items

► Chief Dombkowski reported that this is Grand Prix week, and the Department will be out with the student population this week and weekend. He reported that there is a Community Bar Coalition meeting today, which the public is welcome to attend. He reported that a press release was put out yesterday referencing some cases of a scam. He described the scam, saying that someone is calling posing as Duke Energy and requesting that the person pay a utility bill with a gift card. He asked the media to look at the press release and get the word out as there have been a couple of local victim businesses.

► Councilor Hunt stated that along with the Bar Coalition there is another group that does bar tours. The group includes the Dean of Students, City officials, public safety officers, and student organizations. She stated that the purpose of the tours of bars is to try to promote safety in the bar scene.

► Parks Superintendent Fawley reported that Friday is Arbor Day and a group will be planting trees at Kalberer Road to the west of the Parks Office, and Smokey the Bear will be there. She reported that the Mor'Danc'N recital is on May 2 at Loeb Playhouse. She reported that the Farmers Market opens on May 6, and there will be a dedication for the new shade sail that day. She thanked the Street Department for getting lines, handicap spots, and numbers for the vendors painted for the Farmers Market.

► Engineering Assistant Garrison reported that the Cumberland Avenue project is still moving along. Happy Hollow Road has not yet been closed due to waiting on delivery of a new box culvert. The projected date for closure is now April 27. He reported that the University Farms sidewalk restoration project is wrapping up this week to be followed by top soil and seeding. He stated that the Ravinia Road sidewalk project is due to be finished the following week.

3. **ADJOURNMENT**

There being no further business to come before the Board, Ms. Folkers moved that the meeting be adjourned, and Ms. Booker adjourned the meeting.